

# Data protection policy

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## **General Data Protection Regulation**

As of 25 May 2018, the General Data Protection Regulation will take effect in Sweden. GDPR replaces PUL (Personal Data Protection Act) GDPR was adopted by the EU in April 2016.

The new regulations have a strong focus on integrity protection. The purpose of using personal information must be clearly indicated and the handling of that data may only occur with consent.

As an individual, you have better control over your personal data. This is also a positive thing for us as a company, because we obviously want to make sure our customers are satisfied, and we only want to send out the relevant information to them. We protect your personal data and your personal integrity in accordance with the Personal Data Protection Act, but we have also decided to follow the new GDP are regulations as well.

Read more about how we handle your personal data, including our use of cookies.

## **Handling personal data and its purposes**

Tornum AB with subsidiary (Tornum) handles your personal data in order to be able to process your orders, answer queries and provide the best possible service, as well as to customise our webpages. The personal data is also used in order to be able to contact you and to provide information and offers. The personal information also provides data for marketing and customer analyses, as well as business development and method development.

If government officials require access to your personal data, we will provide it to them only if required by law.

If Tornum is sold, the purchaser will take over the personal data collected, but only if the purchaser agrees to follow GDPR.

## **Automatic data collection**

### **1.1.1 Cookies**

We use cookies on our websites. A cookie is a small text file that the website that you are visiting asks to save data on your computer. This allows us to see how the website is used and to customise the website based on your usage. Cookies cannot access, read or change any other data on your computer.

Most web browsers are set by default to accept cookies. If you wish, you can block cookies either from all or just specific websites.

## **Which personal data do we handle?**

The type of data that we handle includes:

- Name, address, telephone number, email address
- Communication between you and Tornum
- User name
- Payment information
- Company name
- Related company information
- Order history and other business events.

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- Traffic information that is provided by your web browser, such as your web browser version, language, address of the page you came from, and other traffic information such as IP address
- Click behaviour such as which links you clicked on and when

## Your rights

You have the right to unsubscribe from advertisements

You have the right to decline marketing material from Tornum and can do this by:

- (A) Following the instructions for unsubscribing in the relevant mailing
- (B) Contacting us via email at the address: [info@tornum.se](mailto:info@tornum.se)

## Access

You are entitled to receive a copy of your personal data. Contact us via email at [info@tornum.se](mailto:info@tornum.se) if you wish to receive a copy.

## Data security

### 1.1.2 How we protect your data

We at Tornum take our responsibility for protecting your data seriously. We promise to do what we can to prevent unauthorised access to your data. It is also important for us that the information is handled correctly in order to secure the integrity and accessibility of the data. As part of our commitment, we use reasonable and appropriate physical, technical and administrative procedures to manage the data that we collect in a secure manner.

**Secure environment** – we protect the data by following the general recommendations regarding security for computers and the internet.

**Secure web communication** – Our website uses encryption with SSL. Payment solutions through a third party are handled by these parties, and also occur through encrypted communication.

### 1.1.3 How long do we save your data

Tornum will only save your customer data as long as is needed for our stated purposes, while considering that we want to maintain a good customer experience and answer questions regarding previous interactions. We must also consider that there may be legal requirements to maintain certain information over a longer period of time.

This means that we can retain your personal data for a reasonable period after your last interaction with us. When the information that we have is no longer necessary for this, we will delete it from our system. We can also retain certain information afterwards, but only in an anonymised form in these cases. The characteristics of Tornum's products means that we store information for up to 50 years.

### 1.1.4 Changes to these principles

If we change these principles, we will post the revised version here, with an updated revision date. We encourage our customers to check this regularly. If we need to make major changes that involve major differences, we will notify our customers about this directly, for example, via email, before the changes take effect.

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*Our principles were last updated on 15 May 2018.*

## **How to contact us**

We value your opinion. If you have any comments about this document, or if anything is unclear, please contact us at [info@tornum.se](mailto:info@tornum.se). You can also write to us at Tornum AB, Skaragatan 13, 53530 Kvänum, Sweden.